

FILED: ✓ 4-3  
RETURN TO  
RECORDS MANAGEMENT DIVISION

Chief, Procurement Division, Logistics Office

7 March 1955

STAT

ATTN : [redacted]

Chief, Records Systems Branch  
Records Management Division, MS

Portable Desk Trays

We have reviewed the second sample portable desk tray submitted by the Acme Visible Record Company and approve it for production with the two minor changes which were discussed with you and the company representative. These changes are:

- a. Use of a label holder large enough to accommodate two lines of typing and be approximately 2" in length.
- b. Give more attention to the rounding of all corners.

[redacted]  
MS/RMD/RSB/TLS:ew

STAT